



# CITY OF HOUSTON

## Job Posting

1	<b>Applications accepted from:</b>	ALL PERSONS INTERESTED
2	<b>Job Classification</b>	SUPERVISING ENGINEER
3	<b>Posting Number</b>	PN# 106983
4	<b>Department</b>	Department of Public Works & Engineering
5	<b>Division</b>	Engineering and Construction Division
6	<b>Section</b>	Engineering Branch
7	<b>Reporting Location</b>	611 Walker*
8	<b>Workdays &amp; Hours</b>	M - F, 8 a.m. - 5 p.m.*
		*Subject to change

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**DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS**

Supervises, coordinates, and manages a variety of personnel and design consultants necessary to implement projects included in the City's Capital Improvement Plan (CIP). Prepare and review contracts (design or construction); technical reports; plans; specifications; supplemental agreements or appropriations; Change Orders; Requests for Information, and Requests for Council Action. Negotiate and manage engineering consultant contracts, oversee project design, prepare bid packages, evaluate bids, and recommend construction contract awards.

Establish goals, develop and evaluate performance, provide technical analysis and develop solutions for the section. Define objectives, evaluate proposals and make recommendations for projects providing required information to upper management. Interface and coordinate with general public, consultants and other City of Houston departments and divisions.
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**WORKING CONDITIONS**

Requires the ability to communicate effectively, both orally and in writing. Will require standing, walking, and include whatever means necessary to climb stairs and the ability to perform and negotiate field hazards.
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**MINIMUM EDUCATIONAL REQUIREMENTS**

Requires a Bachelor Degree in Engineering with a preference in design, project management, construction management, geotechnical, environmental or a related field. Registered as a Professional Engineer in the State of Texas.
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**MINIMUM EXPERIENCE REQUIREMENTS**

Six (6) years of active practice in project management, construction, design, geotechnical, environmental or a closely related field, with two years as a licensed Professional Engineer, are required.
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**MINIMUM LICENSE REQUIREMENTS**

Requires license as a Professional Engineer in the State of Texas.  
A valid Texas Driver's License and compliance with the City of Houston's policy on driving (A.P.2-2).
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**PREFERENCES**

Preference will be given to applicants with experience in design or project management of public infrastructure projects. Strong communication skills, decision oriented, problem solving attitude and computer skills will be preferred.
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**SELECTION/SKILLS TESTS REQUIRED**None
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**SAFETY IMPACT POSITION**

☒ Yes☐ No

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.
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**SALARY INFORMATION**

Factors used in determining the salary offered include the candidates' qualifications as well as the pay rates of other employees in this classification. The salary range midpoint unless we intend to offer the maximum.

Salary Range - Pay Grade 29

\$2,639 - \$2,884 Biweekly

\$68,614 - \$74,984 Annually
- 18

**OPENING DATE**October 5, 2005
- 19

**CLOSING DATE**Open Until Filled.
- 20

**APPLICATION PROCEDURES**

Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, Garden Level. Successful candidates will be notified of their application status. **All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.** Our Telephone Device for the Deaf (T.D.D.) Phone Number is (713) 837-9471.

An equal opportunity employer

